

# **A G E N D A**

## **FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD**

November 27, 2001 Meeting, 11:00 a.m.  
Bureau of Local Government, Conference Room A

### **SECTION I. AGENCY CONTRACTS**

Requests approval of the following

#### **1. DEPARTMENT OF AGRICULTURE**

- |    |  |               |   |
|----|--|---------------|---|
| 1) | Food Bank Council of Michigan<br>Lansing, MI | \$ 980,487.00 | Total<br>Emergency Food Assistance<br>Program         |
| 2) | Michigan Turkey Producers<br>Wyoming, MI     | \$ 750,000.00 | Total<br>Value Added Turkey Processing<br>& Marketing |

#### **2. DEPARTMENT OF CAREER DEVELOPMENT**

- |    |                            |                 |  |
|----|----------------------------|-----------------|--|
| 1) | Focus: HOPE<br>Detroit, MI | \$ 5,994,300.00 | Total<br>Funding to operate specific<br>programs for students in<br>school, and GED or high school<br>graduates desiring technical<br>training and education for<br>certificate, associate and<br>bachelor degree levels |
|----|----------------------------|-----------------|--|

#### **3. FAMILY INDEPENDENCE AGENCY**

- |    |   |                                |   |
|----|---|--------------------------------|---|
| 1) | Lutheran Social Services<br>Michigan<br>Detroit, MI | \$ 300,000.00<br>\$ 600,801.00 | Amendment<br>New Total<br>To provide Before & After<br>School Program services to<br>agency customers |
| 2) | First Ward Community Center<br>Saginaw, MI          | \$ 300,000.00<br>\$ 617,808.00 | Amendment<br>New Total<br>To provide Before & After<br>School Program services to<br>agency customers |

3. FAMILY INDEPENDENCE AGENCY continued

- |    |  |  |
|----|--|--|
| 3) | Salvation Army of Western Michigan/Northern Indiana Grand Rapids, MI | \$ 913,000.00 Total<br>To provide assistance in locating and maintaining permanent housing, reducing the need for emergency shelters   |
| 4) | Ennis Center for Children, Inc.<br>Detroit, MI                       | \$ 140,120.51 Amendment<br>\$ 840,922.98 New Total<br>To provide fiduciary services, administrative oversight and assist with service coordination of family support/preservation services   |
| 5) | Southwest Counseling and Development Services, Inc.<br>Detroit MI    | \$ 207,500.00 Amendment<br>\$ 2,903,000.00 New Total<br>To provide fiduciary services, administrative oversight and assist with service coordination of family support/preservation services |
| 6) | City of Taylor<br>Taylor, MI   | \$ 1,313,500.00 Total<br>To provide family support and preservation services to eligible residents of Taylor   |
| 7) | Taylor Board of Education<br>Taylor, MI                              | \$ 647,686.68 Total<br>To provide family support and wraparound services to Myers Elementary, Brake Middle School and Truman High School   |
| 8) | County of Wayne<br>Detroit, MI                                       | \$ 92,961.47 Amendment<br>\$ 1,385,921.47 New Total<br>To provide administrative support for Wayne County Multi-Purpose Collaborative Body   |

**SECTION II. DMB CONTRACTS**

Requests approval of the following

## **NEW CONTRACTS**

### **4. DEPARTMENT OF COMMUNITY HEALTH**

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|----|--|--|
| 1) | Oakwood Healthcare System<br>Wayne, MI | \$ 2,000,000.00 - 5 Years<br>071I2000036 Inpatient<br>Medical/Surgical/Emergency<br>Room Services for Walter<br>Reuther Psychiatric Hospital |
|----|--|--|

### **5. DEPARTMENT OF CORRECTIONS**

- |    |   |   |
|----|---|---|
| 1) | American Bio Medica Corp.<br>Kinderhook, NY | \$ 405,282.00 1 Time Buy<br>472R2003806, 3799, 3800, 3802,<br>3807, 3808, 3809 Drug Testing<br>Services/Testing Equipment |
|----|---|---|

### **6. FAMILY INDEPENDENCE AGENCY**

- |    |                              |   |
|----|------------------------------|---|
| 1) | Aarmco Inc.<br>Oak Park, MI  | \$ 325,872.00 - 3 Years<br>071I2000026 Security Guard<br>Service, South Central Region                      |
| 2) | Aarmco, Inc.<br>Oak Park, MI | \$ 324,384.00 - 3 Years<br>0712000040 Security Guard<br>Service, Wayne County<br>McNichols/Goddard District |
| 3) | Aarmco, Inc.<br>Oak Park, MI | \$ 259,507.20 - 3 Years<br>431R1001342 Security Guard<br>Service, Wayne County/<br>Hamtramck District       |

### **7. DEPARTMENT OF HISTORY, ARTS AND LIBRARY**

- |    |  |  |
|----|--|--|
| 1) | Peckham Vocational Industries<br>Lansing, MI | \$ 441,960.00 - 1 Year<br>071B2001072 Janitorial<br>Services                       |
| 2) | The Gale Group<br>Farmington Hills, MI       | \$ 464,000.00 - 1 Year<br>071B2001082 Electronic<br>Database for Custom Newspapers |
| 3) | The Gale Group<br>Farmington Hills, MI       | \$ 880,000.00 - 1 Year<br>071B2001083 Electronic Archive<br>Database Services      |

7. DEPARTMENT OF HISTORY, ARTS AND LIBRARY continued

4)	OCLC Online Computer Library Center, Inc. Dublin, OH	\$ 2,196,331.00 - 1 Year 071B2001084 Statewide Periodicals Access Project
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8. DEPARTMENT OF MANAGEMENT AND BUDGET

1)	B K Teachout Flint, MI	\$ 1,476,948.80 - 2 Years 071I2000005 Security Guard Service for Flint & Saginaw State Buildings
2)	ProTemps, Inc. Lansing, MI	\$ 5,846,986.00 - 3 Years 071I2000007 <b>SPLIT</b> Temporary Employment Services Statewide (Professional Positions Only)
	Career Quest East Lansing, MI	\$ 19,202,190.00 - 3 Years 071I2000007 <b>SPLIT</b> Temporary Employment Services (Central/Western Counties)
	Spherion of South East MI Lansing, MI	\$ 28,261,350.00 - 3 Years 071I2000007 <b>SPLIT</b> Temporary Employment Services (Central/Western & South Eastern Counties)
	Kelly Services Troy, MI	\$ 29,031,750.00 - 3 Years 071I2000007 <b>SPLIT</b> Temporary Employment Services Statewide
	Manpower Temporary Services Lansing, MI	\$ 29,909,145.00 - 3 Years 071I2000007 <b>SPLIT</b> Temporary Employment Services Statewide
3)	Pinkertons Inc. Grand Rapids, MI	\$ 6,219,517.96 - 2 Years 0712000022 Unarmed Security Guard Service - Capitol, Secondary and North Complexes
4)	Pinkertons Inc. Grand Rapids, MI	\$ 411,051.20 - 2 Years 071I2000024 Unarmed Security Guard Service - Grand Rapids State Building

8. DEPARTMENT OF MANAGEMENT AND BUDGET continued

5)	B K Teachout Investigations Inc. Flint, MI	\$ 447,833.28 - 2 Years 071I2000025 Unarmed Security Guard Services - Jackson State Office Building
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9. DEPARTMENT OF STATE POLICE

1)	SAIC McLean, VA	\$ 7,244,366.00 4 Yrs 9 Mos. 071I1000479 Criminal History Records Improvement Project
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10. DEPARTMENT OF TRANSPORTATION

1)	Michigan Arbor Care Alpena, MI	\$ 307,425.00 - 5 Years 071I2000013 Tree Removal and Stump Grinding
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**CONTRACT CHANGES/EXTENSIONS**

11. DEPARTMENT OF COMMUNITY HEALTH

1)	Abbott Laboratories, Inc. Abbott Park, IL	\$ 150,000.00 Amendment \$ 359,029.85 New Total 071B9000094 Diagnostic Test Kits
2)	First Health Services Corp. Glen Allen, VA	\$ 1,436,970.00 Amendment \$ 9,745,443.00 New Total 071B0000509 Pharmacy Benefits Management Services
3)	Renaissance Government Solutions McLean, VA	\$ 500,140.00 Amendment \$ 1,969,360.00 New Total 071B0000734 Quality Assurance Services for HIPAA

12. DEPARTMENT OF CORRECTIONS

1)	Raco Industries Cincinnati, OH	\$ 125,000.00 Amendment \$ 425,000.00 New Total 071B0000213 Digital ID Printers, Colorcard, Supplies, and Maintenance
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13. FAMILY INDEPENDENCE AGENCY

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|----|---|---|
| 1) | Gordon Food Service<br>Grand Rapids, MI | \$ 1,000,000.00 Amendment<br>\$ 10,453,952.62 New Total<br>071B7000089 Food Services<br>Prime Vendor                  |
| 2) | Unisys Corporation<br>Okemos, MI        | \$ 14,172,915.00 Amendment<br>\$ 27,296,707.00 New Total<br>071B1001258 Computer<br>Consultant for ASSIST Project     |
| 3) | Symbiosis International<br>Okemos, MI   | \$ 411,840.00 Amendment<br>\$ 823,680.00 New Total<br>071B1001261 RAPHITS<br>Programming Services for LASR<br>Project |

14. DEPARTMENT OF MANAGEMENT AND BUDGET

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|----|--|---|
| 1) | Haworth, Inc.<br>Holland, MI                 | \$ 915,000.00 Amendment<br>\$ 9,788,643.31 New Total<br>071B6000468 Lateral File<br>Cabinets Statewide  |
| 2) | Intercept Security, Inc.<br>East Lansing, MI | \$ 131,186.06 Amendment<br>\$ 1,916,373.70 New Total<br>071B8000590 Security Guard<br>Service, DMB-OPS, Secondary &<br>Capitol Complex                      |
| 3) | Advance Employment Services<br>Lansing, MI   | \$ 2,000,000.00 Amendment<br>\$ 17,598,868.00 New Total<br>071B9000070 Temporary<br>Employment Services, All State<br>Agencies for Central Michigan<br>Area |
| 4) | Public Policy Associates<br>Lansing, MI      | \$ 150,500.00 Amendment<br>\$ 379,220.90 New Total<br>071B1001107 Customer<br>Satisfaction Survey Model<br>Project  |

14. DEPARTMENT OF MANAGEMENT AND BUDGET continued

5)	IBM Global Services	\$ 197,063.00	Amendment
	Lansing, MI	\$ 6,336,249.00	New Total
		071B1001454	Portal Services
			for State of Michigan

15. DEPARTMENT OF STATE

1)	Polaroid ID Systems	\$ 1,920,000.00	Amendment
	Bedford, MA	\$ 2,726,359.00	New Total
		071B1001719	Digital Imaging
			Based Driver License Systems

16. DEPARTMENT OF TRANSPORTATION

1)	Oce' Engineering	\$ 374,534.40	Amendment
	Itasca, IL	\$ 845,448.40	New Total
		071B6000856	Copy Machine
			Rental

**SECTION III. RELEASE OF FUNDS TO WORK ORDER**

**SECTION IV. REVISION TO WORK ORDER**

**SECTION V. CLAIMS - PERSONAL PROPERTY LOSS**

17. DEPARTMENT OF COMMUNITY HEALTH

1)	<u>Lucie Hayward</u>	\$ 98.00
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The claimant (01-SAB-244) requests \$98.00 reimbursement for eyeglass frames that were broken by a client. Claimant is not eligible for reimbursement through her insurance company because the original glasses were purchased in July 2001. The Department recommends approval of this claim.

18. DEPARTMENT OF CONSUMER & INDUSTRY SERVICES

1)	<u>Linda Driscoll</u>	\$ 55.00
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The claimant (01-SAB-225) requests \$55.00 reimbursement for her shoes that were ruined when the basement filing room flooded. She left the shoes in the filing room overnight because they were only worn in the filing room. After

18. DEPARTMENT OF CONSUMER & INDUSTRY SERVICES continued

investigation, it was determined that the flooding was caused when a City of Detroit water line broke; therefore, the Department recommends denial of this claim because the State was not negligent.

- 2) Catherine Massey \$ 70.00

The claimant (01-SAB-226) requests \$70.00 reimbursement for her shoes that were ruined when the basement filing room flooded. She left the shoes in the filing room overnight because they were only worn in the filing room. After investigation, it was determined that the flooding was caused when a City of Detroit water line broke; therefore, the Department recommends denial of this claim because the State was not negligent.

19. DEPARTMENT OF CORRECTIONS

- 1) Henry Allen #275049 \$129.87

The claimant (01-SAB/DOC-523) requests \$129.87 reimbursement for the loss of thirteen cassette tapes. The investigation substantiated the loss of ten tapes due to staff error. The Department recommends reimbursement of \$90.94 for this claim.

- 2) Bobby Bowie # 176210 \$ 19.75

The claimant (01-SAB/DOC-508) requests \$19.75 reimbursement for his shower shoes that were damaged as a result of staff action. The Department recommends approval of \$13.93 for the depreciated value of the one-year-old shower shoes.

- 3) Mark Collingwood #188216 \$202.20

The claimant (01-SAB/DOC-491) requests \$202.20 reimbursement for the loss of headphones, tape player and 21 cassette tapes from his cell while he was detained in the dining room due to an altercation. Other prisoners returned to their cell and all cell doors were opened. When the claimant received his property he reported these items missing. However, the claimant was responsible for securing his items prior to going to the dinning hall and was involved in the



19. DEPARTMENT OF CORRECTIONS continued

altercation, prior to the apparent prisoner upon prisoner theft. The Department recommends denial of this claim.

- 4) Jessie Drouillard #196410 \$ 95.50

The claimant (01-SB/DOC-160) requests \$95.50 reimbursement for the loss of his TV. The SAB approved his claim at the residual amount of \$8.00 because there were no receipts included with the claim. The claimant has produced a receipt. The Department recommends the balance of \$87.50 for this claim.

- 5) Rolando Hernandez #268721 \$178.38

The claimant (01-SAB/DOC-503) requests \$178.38 reimbursement for headphones and typewriter allegedly damaged by staff. There was no evidence that the items had been damaged by staff or that the items were not in the same condition as they were when the claimant returned to his cell. The Department recommends denial of this claim.

- 6) Joshua Hnat # 256037 \$ 20.95

The claimant (01-SAB/DOC-480) requests \$20.95 reimbursement for a book he ordered. Upon arrival, staff cut the cover when they were opening it. The claimant understands that if he is reimbursed for the book he will have to give it to the facility. The Department recommends approval of this claim.

- 7) Dennis Huguely # 162144 \$ 81.99

The claimant (01-SAB/DOC-510) requests \$81.99 reimbursement for his TV that was lost while under the sole control of the Department. The Department recommends approval of \$65.59 for the depreciated value of the one-year-old TV.

- 8) Larry Jones # 248680 \$380.50

The claimant (01-SAB/DOC-511) requests \$380.50 reimbursement for numerous items of personal property missing from his property when he was transferred. The value of the cup cannot be determined so claimant will not be reimbursed for it according to Operating Procedures. Claimant could not provide a receipt for the missing tennis shoes or oxfords so

19. DEPARTMENT OF CORRECTIONS continued

it is assumed they were State issue; therefore claimant will not be reimbursed for the shoes. Per the Average Cost Schedule, headphones are \$27.00. The Department recommends approval of \$2.70 for the residual value of the headphones.

- 9) Robert King # 209276 \$ 96.10

The claimant (01-SAB/DOC-515) requests \$96.10 reimbursement for his TV that was damaged while under the sole control of the Department. The Department recommends approval of this claim because the TV was less than a year old.

- 10) Catarino Magdaleno #289739 \$ 7.25

The claimant (01-SAB/DOC-524) requests \$7.25 reimbursement for the loss of a padlock that was damaged by staff when a key was broken off inside the lock. There were no receipts. The Department recommends approval of the residual amount of the average cost of a lock in the amount of \$.70 for this claim.

- 11) James Mahan # 222218 \$ 50.00

The claimant (01-SAB/DOC-487) requests \$50.00 reimbursement for headphones and beard trimmers that were lost while in the sole control of the Department. The value had to be determined from the Average Cost Schedule because the claimant did not provide any receipts. The Department recommends approval of \$2.00 for the residual value of the beard trimmers and \$2.70 for the residual value of the headphones, totaling \$4.70.

- 12) Randy Maiden-El # 183824 \$ 79.39

The claimant (01-SAB/DOC-353) requests \$79.39 reimbursement for numerous items of personal property inappropriately destroyed by staff. Since this was a gross error by staff, reimbursement will be determined as an exception to the standard practice and will be the full value of the items. The Department recommends approval of \$78.94.

19. DEPARTMENT OF CORRECTIONS continued

- 13) Thaddeus Markham # 251741 \$190.00

The claimant (01-SAB/DOC-488) requests \$190.00 reimbursement for religious materials for a correspondence course that were lost while under sole control of the Department. The Department recommends approval of this claim.

- 14) Freddie Mason # 164433 \$ 33.79

The claimant (01-SAB/DOC-489) requests \$33.79 reimbursement for his tape player that was lost while under the sole control of the Department. The Department recommends approval of this claim since the tape player was less than a year old.

- 15) Randy McElhaney # 229828 \$ 72.50

The claimant (01-SAB/DOC-450) requests \$72.50 reimbursement for clothing he sent to the laundry but did not receive back. After investigation, it was determined that claimant did receive his own clothing back from the laundry; therefore, the Department recommends denial of this claim.

- 16) Michael Mutchie #301603 \$102.85

The claimant (01-SAB/DOC-492) requests \$102.85 reimbursement for the loss of a TV. The claimant's property was packed up by staff. There was only one TV in the cell and it did not have the claimant's number on it, so it was not packed. There was sufficient time between the purchase of the TV and the time of the incident to have disposed of the TV by other means. The Department recommends denial of this claim.

- 17) Edward Ricks # 182099 \$ 44.50

The claimant (01-SAB/DOC-516) requests \$44.50 reimbursement for his watch that was lost while under the sole control of the Department. The Department recommends approval of this claim since the watch was less than a year old.

- 18) Stanley Rider-Bey # 172119 \$ 90.91

The claimant (01-SAB/DOC-456) requests \$90.91 reimbursement for his TV that was destroyed 30 days after a hearing.

19. DEPARTMENT OF CORRECTIONS continued

Claimant did not inform the facility as to what they should do with the TV so it was destroyed according to policy. The Department recommends denial of this claim.

19) James Sanford # 173719 \$ 45.00

The claimant (01-SAB/DOC-493) requests \$45.00 reimbursement for his footlocker that was damaged when staff pulled the footlocker down the stairs. Even though claimant did not provide a receipt, since the damage was the result of gross error by staff, the Department recommends approval of \$42.65 for the footlocker. This is an exception to standard practice due to the gross error.

20) Willie Scott # 299386 \$ 23.94

The claimant (01-SAB/DOC-517) requests \$23.94 reimbursement for his walkman and headphones that were lost while under the sole control of the Department. Claimant did not provide any documentation as to the cost or age of the items so the value was determined from the Average Cost Schedule as \$30.00 for the tape player and \$27.00 for the headphones. The Department recommends approval of \$5.70 for the residual value of the tape player and headphones.

21) Steven Simmons # 299591 \$ 45.16

The claimant (01-SAB/DOC-518) requests \$45.16 reimbursement for his footlocker that was damaged while under the sole control of the Department. The Department recommends approval because the footlocker was less than a year old.

22) Ervin Sims # 168625 \$256.04

The claimant (01-SAB/DOC-494) requests \$256.04 reimbursement for his typewriter that has not come back from being repaired. The Department recommends denial of this claim because the State was not negligent.

23) Lamar Smiley # 237096 \$178.84

The claimant (01-SAB/DOC-033) requests \$178.84 reimbursement for his TV, radio, and boots. After investigation, it was determined that his TV arrived damaged at his new facility.

19. DEPARTMENT OF CORRECTIONS continued

His radio was sent to the person he designated, so he suffered no loss of the radio. His shoes were destroyed in accordance with policy so reimbursement is not recommended. The Department recommends approval of \$79.35 for the depreciated value of the one-year-old TV.

24) Robert Surma #270571 \$83.99

The claimant (00-SAB/DOC-052) requests \$83.99 reimbursement for a TV damaged while under staff control. The SAB approved the residual value of the TV on 6/19/01. The claimant has now produced a receipt and requests reimbursement based upon the receipt. The Department recommends the balance of \$75.99 for the TV which was less than a year old.

25) Clifford Terry #297621 \$ 45.57

The claimant (01-SAB/DOC-504) requests \$45.57 reimbursement for the loss of his TV damaged while under staff control. The TV was less than one year old according to the receipt. The Department recommends reimbursement of \$45.57 for the repair costs.

26) Bobby Toole # 207482 \$ 41.50

The claimant (01-SAB/DOC-519) requests \$41.50 reimbursement for the repair cost of his cassette player. His tape player was under factory warranty when staff inadvertently sent it to the wrong vendor for repair. By the time it was returned and could be sent to the appropriate vendor, the warranty had expired. The Department recommends approval of \$51.16 for the tape player and \$3.11 for the shipping charges to send it for the original repairs, totaling \$54.27.

27) Robert VanderVeen # 191433 \$ 95.50

The claimant (01-SAB/DOC-520) requests \$95.50 reimbursement for his TV that was lost while under the sole control of the Department. The Department recommends approval of \$76.40 for the depreciated value of the one-year-old TV.

20. FAMILY INDEPENDENCE AGENCY

- 1) The Department requests approval of \$420.15 for payment to vendors providing services or commodities to the state incurred in FY 1999. The vendors are Ameritech Cellular Services (\$95.15), City Medical Waste (\$35.00) and Dayton Hudson Corporation (\$290.00). These expenditures were not paid due to insufficient funding in FY 1999.

21. DEPARTMENT OF TRANSPORTATION

- 1) Auto-Owners Insurance Co. \$999.99

The claimant (01-SAB-251) requests \$999.99 reimbursement as a subrogate claim for damages to a vehicle owned by Sonya Brewer. Stones damaged the vehicle while going through a construction zone. Damages exceeded the SAB allowed amount, but the claimant agreed to the maximum to avoid court costs. The Department recommends approval of this claim.

- 2) Julianna Baughman \$146.00

The claimant (01-SAB-242) requests \$146.00 reimbursement for tires damaged by the a traffic counter hose clamp. The cost of the repairs exceeds the claimant's insurance deductible; therefore, the Department recommends approval of \$73.00 for the purchase on one damaged tire.

- 3) Anthony Edmonson \$781.86

The claimant (01-SAB-141) requests \$781.86 reimbursement for damage to his rim and tire caused when he hit a pothole. Construction was going on in the area and maintenance ceased during that time. The work order for maintenance was never signed with the contractor and there was a period of over 30 days where routine maintenance was not performed; therefore, the Department recommends approval of \$500.00 for his insurance deductible.

- 4) James Queen \$645.54

The claimant (01-SAB-240) requests \$645.54 reimbursement for damage to his vehicle caused when he hit a pothole. After investigation, it was determined there were no hazardous conditions detected or left unresolved during the 30-day

21. DEPARTMENT OF TRANSPORTATION continued

period immediately preceding this damage. The Department recommends denial of this claim.

22. DEPARTMENT OF TREASURY

1) Robert E. Keen \$175.00

The claimant (01-SAB-211) requests \$175.00 reimbursement for a title search fee he paid in accordance with State law requiring a search as part of finding interested parties for due process. This fee is not to provide a title search for a taxpayer's abstract. Since the property was redeemed soon after the payment, it is doubtful that a search was done to verify other interested parties. The Department recommends denial of this claim.

**SECTION VI. CLAIMS - PERSONAL INJURY LOSS**

**SECTION VII. APPROVAL OF SPECIAL ITEMS**

23. DEPARTMENT OF COMMUNITY HEALTH

The Department's monthly report submitted pursuant to the Administrative Procedures of 0620.02. A copy of the report is on file with the State Administrative Board Secretary.

August 2001 - 2 claims approved  
September 2001 - 0 claims approved  
October 2001 - 2 claims approved

24. FAMILY INDEPENDENCE AGENCY

The FIA appropriations bill requires that liens be placed on real property when State Emergency Relief (SER) is issued for mortgage payments, land contract payments, property taxes and home repairs. The lien is required when payments exceed \$250.00 on one or a combination of these services. Such payments were made for delinquent taxes, and the recipients have prepaid the Department in full. The Department is requesting permission from the Board to release the following lien:

\$ 986.05 at 53851 Traprock Valley, Lake Linden, MI

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.